



SAMPLE VOLUNTEER RECRUITING IDEAS

Establish a nominated volunteer coordinator position as part of your club structure. The key roles could be recruiting, providing support, troubleshooting, communication and recognition of volunteers.

Brainstorm the list of jobs that need to be done throughout the season e.g. organising team photos, end of season trophies, match day set up and pack up. Develop a number of smaller volunteer roles to accompany these tasks such as event and trophy coordinators.

For existing roles, prepare a task list and decipher whether the role could be broken down or shared e.g. secretary role broken down to correspondence secretary and minute secretary.

Develop role descriptions that depict the actual tasks associated with a role. Recruit well ahead and continue to recruit.

Be flexible in your approach to roles and how they are structured – if someone says that they would but... see if you can remodel the role to fit e.g. evening meetings don't suit everyone, meetings during afternoon training may be a solution.

Develop instructions associated with each task which provides the information needed. This can act as a demonstration of what the role includes and demonstrate how easy a task is.

Develop positions with specified maximum terms e.g. turnover of roles on committee every three years so people know they won't get stuck. You can make a ruling that after three years a person needs to take a 12-month break before re-nominating.

Rotate committee positions i.e. if a person wants to remain in a committee after a designated term, they need to nominate for a different role.

Conduct open days to celebrate the club, its successes and all of the volunteers around the club.

Do your recruiting well before your AGM and conduct an AGM that will attract people to it e.g. a guest speaker of interest, social function, activity, game of bowls etc.

Make a big deal of your volunteers whenever possible e.g. through your socials, club newsletter, website articles, public address announcements.

Generate incentives for key volunteers e.g. awards, reduced fees, access to training and/or mentoring.

